Thursday, July 15, 2021
Sachse Economic Development Corporation Meeting

This meeting will begin at 6:00 p.m.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott and therefore, members of the public are entitled to participate remotely via ZOOM.

https://us02web.zoom.us/j/83387585796?pwd=TCsyL0dDbzJuVjlaaURRQSs2NjNZUT09
Or Telephone: (Toll Free) 877-853-5247
Webinar ID: 833 8758 5796
Passcode: 030669

The SEDC Board reserves the right to convene into Executive Session pursuant to the Texas Government Code, Chapter 551.071(2) for the purpose of seeking confidential legal advice from SEDC's general counsel regarding posted items on the meeting agenda.

A. Regular Meeting Opening

1. Call to Order: The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting on Thursday, July 15, 2021 at 6:00 p.m. to consider the following items of business:

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.

1. Approve the minutes of the June 17, 2021, joint meeting.

2. Approve the minutes of the June 17, 2021, regular meeting.

3. Accept the monthly financial reports or the period ending June 30, 2021.

4. Approve the Consent Agenda as presented.

C. Regular Agenda Items

1. Discuss and consider adopting the goals and objectives set forth by the Sachse Economic Development Corporation.

2. Discuss and consider action on the 2021-2022 fiscal year Sachse Economic Development Corporation annual budget.

3. Discuss and consider action on the asbestos abatement plan moving forward for the EDC-owned properties in the 5th St. District.

D. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

2. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate the offer or other financial incentive to a business prospect generally located along the President George Bush Turnpike.

E. Regular Agenda Items

1. Take action as result of executive session including authorizing the City Manager as the Executive Director of SEDC to negotiate and execute an economic development agreement on behalf of the SEDC with Avalon Sachse I LLC, and any amendments and instruments related thereto.

2. Request for future agenda items.

F. Regular Meeting Closing

1. Adjournment.

I, the undersigned authority, do hereby certify that this notice of meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.

Michelle Lewis Sirianni

Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 972.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	1. Approve the minutes of the June 17, 2021, joint meeting.
Access	Public
Type	Action (Consent)
Preferred Date	Jul 15, 2021
Recommended Action	Approve as presented.

Public Content

BACKGROUND
Minutes of the June 17, 2021, joint meeting.

POLICY CONSIDERATIONS
There are no policy considerations affiliated with this item.

RECOMMENDATION
Approve the minutes of the June 17, 2021, joint meeting.

06.17.21 Minutes Joint EDC.pdf (90 KB)

All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.

CITY COUNCIL AND ECONOMIC DEVELOPMENT CORPORATION

JOINT WORKSHOP MEETING MINUTES

JUNE 17, 2021

The City Council and the Economic Development Corporation of the City of Sachse held a joint workshop meeting on Thursday, June 17, 2021, at 6:00 p.m. at the Michael J. Felix Community Center, 3815-E Sachse Road. Those present were Mayor Mike Felix, Mayor Pro Tem Jeff Bickerstaff, Councilmembers Brett Franks, Michelle Howarth, Frank Millsap, and Chance Lindsey; Sachse Economic Development Board members Spencer Hauenstein, Niloufer Watkins, Marcia Harris-Daniel, Teddy Kinzer, and Tim Shivers; City Manager, Gina Nash; Petty and Associates Consultants, Trent Petty and Kirk McDaniel; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager – Economic Development, Jerod Potts; and Executive Assistant to the City Manager, Leah Granger. City Councilmember Cullen King and EDC Board member Angela Keeton were absent.

Mayor Felix opened the joint workshop meeting at 6:03 p.m.

EDC President Hauenstein opened the joint workshop meeting at 6:03 p.m.

GOALS, OBJECTIVES DISCUSSION: Hold a discussion regarding goals, objectives, and Bylaws as it relates to the Type B Corporation.

Mr. Petty with Petty and Associates presented a set of seven business attraction goals, objectives, and action items associated with each. The City Council and EDC individually prioritized and ranked each action item within the seven goals and objectives followed by a brief discussion.

Based on those results, the City Council and EDC prioritized by ranking the top fifteen (15) action items.

Mr. Petty noted these goals, objectives and action items would be presented to the EDC and at a future City Council meeting for approval.

The City Council and EDC both agreed to meet every six months or twice a year to review and refresh the list of goals of objectives until otherwise changed.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:14 p.m.

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MIKE J. FELIX, MAYOR

ATTEST:

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Michelle Lewis Sirianni, City Secretary

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	2. Approve the minutes of the June 17, 2021, regular meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Jun 17, 2021 - Sachse Economic Development Corporation Meeting

Public Content

BACKGROUND
Minutes of the June 17, 2021, regular meeting.

POLICY CONSIDERATIONS
There are no policy considerations affiliated with this item.

RECOMMENDATION
Approve the minutes of the June 17, 2021, regular meeting.

06.17.21 EDC Minutes.pdf (143 KB)

All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE

SACHSE ECONOMIC DEVELOPMENT CORPORATION

June 17, 2021

STATE OF TEXAS

COUNTIES OF DALLAS AND COLLIN

The Board of Directors of the Sachse Economic Development Corporation (Sachse EDC) convened in a public meeting at 7:00 p.m. in the Reservation Room at the Michael J. Felix Community Center on Thursday, June 17, 2021, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas as required by Chapter 551, Local Texas Government Code.

Those present were: Sachse EDC President, Spencer Hauenstein, Niloufer Watkins, Marcia Harris-Daniel, Teddy Kinzer, and Tim Shivers; Mayor Pro Tem, Jeff Bickerstaff; City Manager, Gina Nash; Petty and Associates Consultants, Trent Petty and Kirk McDaniel; Assistant to the City Manager – Economic Development, Jerod Potts; and Executive Assistant to the City Manager, Leah Granger. Angela Keeton was absent.

President Hauenstein called the special meeting to order at 8:24 p.m.

Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Ms. Harris-Daniel led the group in the Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Consent Agenda

1. Approve the minutes of the May 20, 2021, regular meeting.
2. Accept the Quarterly Investment Report for the quarter ending March 31, 2021.
3. Accept the monthly financial reports for the period ending April 30, 2021.
4. Approve the Consent Agenda as presented.

Mr. Shivers made a motion to approve the consent agenda items as presented. Ms. Watkins seconded that motion and it passed unanimously.

Regular Agenda Items

1. **Discuss and consider future meetings related to continuing virtual meetings or beginning in-person meetings.**

The Board discussed options and preferences for meeting in person or virtually. Mr. Shivers made a motion to meet in July and August virtually to accommodate summer schedules then meet in person starting in September. Ms. Watkins seconded the motion and it passed unanimously.

2. **Discuss and consider adopting the goals and objectives set forth by the Sachse Economic Development Corporation.**

Mr. Petty led the Board in an exercise to rank the goals and objectives that were discussed at the June 17 meeting. Mr. Petty and Mr. McDaniel will have the ranked goals and objectives ready for adoption at the July meeting. The goals and objectives will then be presented to City Council for approval.

Mr. Kinzer made a motion to continue the item to the next meeting. Mr. Shivers seconded the motion and it passed unanimously.

Executive Session

At 8:36 p.m., the Sachse EDC recessed into Executive Session to discuss the following items:

1. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate and negotiate the offer of financial incentive to Evolve Biologics (USA), Inc. a business prospect to be located along the South Side of the President George Bush Turnpike and North of Pleasant Valley Road.**
2. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.**

At 10:02 p.m., the Sachse EDC reconvened back into regular session.

Regular Agenda Items

1. **Take any action as a result of Executive Session - authorize the City Manager to negotiate and execute on behalf of the Economic Development Corporation an Economic Development Incentive Agreement with Evolve Biologics (USA), Inc., and with further authority to finalize the remaining terms to be negotiated, all subject to approval as to form by the City Attorney.**

Ms. Watkins made a motion to authorize the City Manager to negotiate and execute on behalf of the Economic Development Corporation an Economic Development Incentive Agreement with Evolve Biologics (USA), Inc., and with further authority to finalize the remaining terms to be negotiated, all subject to approval as to form by the City Attorney. Mr. Kinzer seconded the motion and it passed unanimously.

Adjournment

The meeting was adjourned by President Hauenstein at 10:03 p.m.

_____ _____

Spencer Hauenstein, President Gina Nash, Executive Director

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	3. Accept the monthly financial reports or the period ending June 30, 2021.
Access	Public
Type	Action (Consent)
Preferred Date	Jul 15, 2021
Fiscal Impact	No
Recommended Action	Accept the monthly financial reports for the period ending June 30, 2021.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Sachse Economic Development Corporation Treasurer prepares a report each month to update the Board concerning the current year's budgetary progress. This month's report consists of the summary financial report most recently presented to the City Council covering May 2021 activity, and a line item budget report and balance sheet for June 2021.

RECOMMENDATION

Accept the monthly financial reports for the period ending June 30, 2021.

EDC 5-31-2021.pdf (84 KB)

EDC Balance Sheet June 2021.pdf (77 KB)

EDC Prelim Budget June 2021.pdf (97 KB)

All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.

City of Sachse

Monthly Revenue and Expenditure Report

May 31, 2021

(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

67% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
					0%
Revenue Summary					
Sales Tax	$ 837,500	$ 110,759	$ 742,579	88.67%	
Other Income	$ 12,500	$ -	$ 10,000	80.00%	**A**
Interest Income	5,000	444	3,401	68.01%	
Total Revenue	**$ 855,000**	**$ 111,203**	**$ 755,979**	**88.42%**	
Expenditure Summary					
Expenditures	855,000	42,160	355,023	41.52%	
Total Expenditures	**$ 855,000**	**$ 42,160**	**$ 355,023**	**41.52%**	
Total Revenue Over/Under Expenses	**$ -**	**$ 69,042**	**$ 400,956**		

Explanation of Major Variances:

A GISD Grant received in November

Sachse Economic Development Corporation
Balance Sheet
6/30/2021

Assets:		
Cash	$133,467.79	
Investments	$2,536,348.27	
Accts Receivable-Sales Tax	$182,424.62	
Other Receivable-TIF	$594,902.49	
Assets Held-Land	$2,197,981.68	
Total Assets		**$5,645,124.85**
Liabilities:		
Payables	$10,252.15	
Total Liabilities		$10,252.15
Equity:		
Fund Balance 9/30/2020	$5,211,294.05	
FY 2021 YTD Surplus	$423,578.65	
Total Equity		$5,634,872.70
Total Liabilities and Equity		**$5,645,124.85**

City of Sachse

Budget to Actual
Account Summary
For Fiscal: 2020-2021 Period Ending: 06/30/2021

		Prior Year Budget	Prior Year YTD	2020-2021 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	775,000.00	733,105.36	837,500.00	86,153.22	828,732.00	0.00	98.95%	8,768.00
06-000-45000	Interest Income	4,000.00	12,387.44	5,000.00	0.00	3,400.50	0.00	68.01%	1,599.50
06-000-46055	Concession Income - Food Trucks	12,500.00	2,165.69	12,500.00	0.00	0.00	0.00	0.00%	12,500.00
06-000-46120	Misc Grants and Donations	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00%	-10,000.00
	000 - Non-Departmental Total:	**791,500.00**	**747,658.49**	**855,000.00**	**86,153.22**	**842,132.50**	**0.00**	**98.50%**	**12,867.50**
	Revenue Total:	**791,500.00**	**747,658.49**	**855,000.00**	**86,153.22**	**842,132.50**	**0.00**	**98.50%**	**12,867.50**

		Prior Year Budget	Prior Year YTD	2020-2021 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Expense									
019 - Economic Development Corporation									
06-019-50000	Wages and Salaries	190,736.00	105,928.10	190,736.00	7,332.20	124,508.05	0.00	65.28%	66,227.95
06-019-50005	Wages and Salaries - Seasonal	6,000.00	789.01	6,000.00	0.00	0.00	0.00	0.00%	6,000.00
06-019-50010	Overtime	0.00	81.48	0.00	1,851.51	2,862.26	0.00	0.00%	-2,862.26
06-019-50030	Longevity Pay	356.00	356.00	320.00	0.00	320.00	0.00	100.00%	0.00
06-019-50050	Social Security and Med Fica Contribu	15,317.00	8,366.74	15,314.00	683.77	8,901.03	0.00	58.12%	6,412.97
06-019-50060	TMRS Contributions	25,454.00	16,321.80	25,449.00	1,358.27	17,692.45	0.00	69.52%	7,756.55
06-019-50070	Health Insurance	20,243.00	11,365.20	20,937.00	0.00	5,502.87	0.00	26.28%	15,434.13
06-019-50080	Dental Insurance	571.00	352.08	1,181.00	0.00	146.22	0.00	12.38%	1,034.78
06-019-50090	Life and LTD Insurance	386.00	0.00	386.00	0.00	0.00	0.00	0.00%	386.00
06-019-50100	Workers Compensation	493.00	314.88	493.00	0.00	263.00	0.00	53.35%	230.00
06-019-50110	Unemployment Tax	648.00	306.75	648.00	47.39	191.39	0.00	29.54%	456.61
06-019-51030	Utilities - Communications	2,364.00	2,317.18	1,600.00	0.00	882.79	0.00	55.17%	717.21
06-019-51050	Office Supplies	3,000.00	1,402.43	3,000.00	0.00	294.25	0.00	9.81%	2,705.75
06-019-51070	Postage	400.00	52.04	400.00	0.00	300.00	0.00	75.00%	100.00
06-019-51230	Business Retention Efforts	4,000.00	12,801.87	12,000.00	0.00	0.00	0.00	0.00%	12,000.00
06-019-51400	Special Programming Supplies	2,500.00	1,150.39	2,500.00	0.00	799.21	0.00	31.97%	1,700.79
06-019-51510	Small Tools and Equipment	700.00	1,295.16	700.00	0.00	0.00	0.00	0.00%	700.00
06-019-51800	Dues and Subcriptions	7,200.00	5,748.79	6,500.00	0.00	5,419.50	0.00	83.38%	1,080.50
06-019-51810	Employee Training	10,000.00	2,770.85	7,000.00	0.00	165.00	0.00	2.36%	6,835.00
06-019-52000	Vehicle Repairs and Maintenance	500.00	111.01	500.00	0.00	42.10	0.00	8.42%	457.90
06-019-53002	Professional Fees	63,000.00	174,441.70	100,000.00	18,243.00	72,991.30	0.00	72.99%	27,008.70
06-019-53060	Printing Services	1,000.00	905.00	1,000.00	0.00	0.00	0.00	0.00%	1,000.00
06-019-53220	Backyard on 5th	34,000.00	3,844.22	25,000.00	0.00	814.94	0.00	3.26%	24,185.06
06-019-53380	Advertising and Legal Publications	83,000.00	46,828.64	45,000.00	0.00	12,847.86	0.00	28.55%	32,152.14
06-019-53500	Web Page Services	7,000.00	3,476.62	2,000.00	300.00	4,940.76	0.00	247.04%	-2,940.76
06-019-54500	Local Business Grant Program	184,194.00	10,425.95	206,262.00	20,855.19	42,936.16	0.00	20.82%	163,325.84
06-019-54505	Small Business Grant Program	0.00	20,400.00	25,764.00	0.00	0.00	0.00	0.00%	25,764.00
06-019-55000	Operating Transfer Out - General Fund	145,287.00	108,965.43	154,310.00	12,859.19	115,732.71	0.00	75.00%	38,577.29
	019 - Economic Development Corporation Total:	**808,349.00**	**541,119.32**	**855,000.00**	**63,530.52**	**418,553.85**	**0.00**	**48.95%**	**436,446.15**
	Expense Total:	**808,349.00**	**541,119.32**	**855,000.00**	**63,530.52**	**418,553.85**	**0.00**	**48.95%**	**436,446.15**
	Fund 06 Revenue Over/(Under) Expenses	**-16,849.00**	**206,539.17**	**0.00**	**22,622.70**	**423,578.65**	**0.00**	**0.00%**	**-423,578.65**
	Total Revenue Over/(Under) Expenses:	**-16,849.00**	**206,539.17**	**0.00**	**22,622.70**	**423,578.65**	**0.00**	**0.00%**	**-423,578.65**

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	1. Discuss and consider adopting the goals and objectives set forth by the Sachse Economic Development Corporation.
Access	Public
Type	Action
Preferred Date	Jul 15, 2021
Fiscal Impact	No
Recommended Action	Motion to adopt the goals and objectives set forth by the Sachse Economic Development Corporation.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND
The Sachse Economic Development Corporation Board of Directors has met several times over the previous months to discuss the goals and objectives for the EDC. Joint meetings between the City Council and EDC were held on April 5, May 5, and June 17 to workshop and discuss the goals and objectives. The EDC also met as a board without the City Council on May 20 to hold a discussion regarding goals, objectives and bylaws as it relates to the Type B Corporation.

OVERVIEW
Staff will present the final draft of the goals and objectives for discussion and approval by the EDC.

POLICY CONSIDERATION
There are no policy considerations affiliated with this item.

RECOMMENDATION
Motion to adopt the goals and objectives set forth by the Sachse Economic Development Corporation.

EDC_Program Dashboard_v1.8.pdf (773 KB)

DRAFT FOR DISCUSSION ONLY

City of Sachse
Economic Development Corporation
Program Dashboard

	The Sachse Economic Development Program will:							
	Goals:		**Objectives:**	**Action Items:**	**Rank:**	**Champion:**	**Target Date:**	**Status:**
Business Attraction	**1. Invest in infrastructure, essential public services, research and data bases, workforce training, and education that instills the importance of maintaining healthy economic growth and development of Sachse.**	**A**	Identify data sources to establish accurate and measurable criteria to accomplish goals.	Gather pertinent data options, including costs, and prepare recommendation.	1	City Staff	Q4 21	
				Working with City Staff, determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc.	2	EDC Board/City Staff	Q2 22	
		B	Actively seek opportunities to partner workforce resources with new business prospects.	Obtain major workforce data from available sources and format in a manner suitable to offer prospects as a relocation resource.	3	City Staff	Q2 22	
				Establish working relationship with workforce resources and report results and contact information.	4	EDC Board	Q2 22	
		C	Support specific Sachse infrastructure needs necessary for targeted business attraction.	Conduct EDC/City Council joint work session every six months, to report progress, maintain alignment and adjust policy direction.	5	City Council/EDC Board	Biannually	
				Actively incorporate infrastructure incentives into new business attraction efforts using ½ cent Sales Tax.	6	EDC Board	Q2 22	
Business Attraction	**2. Attract a wide, healthy, and diverse variety of resilient businesses and the talent that supports them.**	**A**	Secure access to data bases, sources, and subscriptions, for business start-ups and relocations.	Prioritize business sectors for Sachse.	1	EDC Board	Q4 21	
		B	Analyze Sachse business sectors to determine greatest needs and opportunities considering local and regional demand.	Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts.	2	EDC Board/City Staff	Q2 22	
				Inventory all EDC materials and reevaluate cost and benefit, prepare recommendation for Board.	3	City Staff	Q2 22	
				Prepare quarterly report of prioritized new business startups and relocations in the region and Sachse's efforts to secure them.	4	City Staff	Quarterly	
		C	Maintain up to date materials, and continually participate in marketing Sachse.	Target marketing materials to business sectors that improve overall average income levels.	5	City Staff	Q1 22	
				Develop prospect list for specific business sectors	6	EDC Board/City Staff	Q3 23	
Business Attraction	**3. Attract quality jobs that raise the overall average income in Sachse.**	**A**	Gather, analyze and maintain Sachse wage and income data base.	Identify best and most appropriate wage/income data sources and integrate into routine reporting.	1	City Staff	Q2 22	
		B	Apply wage data to business attraction tools and incentive considerations.	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.	2	City Staff	Q2 22	
		C	Identify opportunities to incubate and/or support businesses that produce high paying jobs.	Investigate incubator projects and report on feasibility and appropriateness for Sachse.	3	City Staff	Q1 22	

City of Sachse
Economic Development Corporation
Program Dashboard

	The Sachse Economic Development Program will:							
	Goals:		Objectives:	Action Items:	Rank:	Champion:	Target Date:	Status:
Business Attraction	**4. Provide tools and resources to improve the SH 78 Corridor.**	**A**	Support City efforts to develop a SH 78 Corridor Redevelopment Overlay.	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.	1	EDC Board/City Staff	Q2 22	
				Survey citizens and business regarding their most desired venues for the SH 78 Corridor.	2	EDC Board	Q1 22	
		B	Seek opportunities to re-purpose deteriorated properties.	Assist City Staff in providing economic development information pertinent to the SH 78 Overlay including demographic data, existing business impact, new business potential, partnering for relocation opportunities, and infrastructure funding when appropriate.	3	EDC Board/City Staff	Q2 22	
		C	Improve 5th Street entryway.	Include beautification components in the Corridor Overlay Plan and begin beautification projects as soon as funds are available.	4	City Staff	Q3 22	
		D	Identify unique neighborhood businesses to bring to corridor.	Using networking resources (ICSC Regional participation, Chamber of Commerce, business attraction data, survey results and business contact meetings), seek to place three new neighborhood businesses to the SH 78 Corridor.	5	City Staff	Q2 22	
				Provide review and funding for access, signage, and property assembly necessary to improve the 5th Street entryway.	6	EDC Board	Q2 22	
		E	Actively pursue the beautification of the SH 78 Corridor.	Regularly report EDC efforts and results.	7	City Staff	Annually	
Business Attraction	**5. Aggressively pursue unique arts, entertainment, and dining venues.**	**A**	Aggressively pursue unique neighborhood businesses to bring to corridor.	Complete agreement for two restaurants on 5th Street before end of 2021.	1	EDC Board/City Staff	Q4 21	
		B	Attract new uniquely Sachse restaurants and businesses to anchor the 5th Street District. Utilize land use needs gleaned from survey.	Utilize new “anchor tenants” to attract new development and unique venues.	2	EDC Board/City Staff	Q2 22	
				Working with City, use EDC funds to support festivals and/or unique events that are designed to bring new visitors to Sachse and showcase the community.	3	EDC Board	Q3 22	
				Develop specialized marketing campaign (video, print and social media) to target desired businesses to the City.	4	City Staff	Q2 22	
				Plan and host two annual events to bring focus and attract visitors to 5th Street.	5	EDC Board/City Staff	Q3 22	
				Fund necessary overflow parking to support “anchor tenants” with accompanying cost/benefit study to support.	6	EDC Board	Q2 22	
		C	Identify, pursue, and support unique events in the City.	Begin assembling additional land to support 5th Street development.	7	City Staff	Q3 22	

City of Sachse
Economic Development Corporation
Program Dashboard

	The Sachse Economic Development Program will:							
	Goals:		Objectives:	Action Items:	Rank:	Champion:	Target Date:	Status:
Business Retention & Expansion	**6. Engage Sachse businesses in order to form working relationships so that the business community knows who we are and what we do.**	**A**	Identify appropriate data sources to gather information on all Sachse businesses with 10 or more employees and record in database.	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.	1	City Staff	Q4 21	
				Create “Contact Sachse Businesses” program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources.	2	City Staff	Q1 22	
		B	Prepare contact form and make personal contact with each the businesses identified in 6.A.1.	Incorporate City Council, EDC Board members, City Staff, Chamber of Commerce, and/or other volunteers to enlist in business contact effort.	3	All	Q1 22	
		C	Prepare annual report to reflect State of Small Businesses in Sachse.	Gather communication material, produce drafts, present to City Council and EDC and distribute to small businesses.	4	City Staff	Q1 22	
		D	Produce communication materials designed to distribute to small business to increase awareness of EDC resources.	Present report to EDC and City Council in annual joint work session and local civic groups.	5	City Staff	Q2 22	
Business Retention & Expansion	**7. Provide networking opportunities with other Sachse businesses to improve awareness and business/customer relationships.**	**A**	Identify appropriate data sources for each Sachse business sector and develop information material.	Identify, distinguish, and prioritize businesses by sector (communication, consumer, energy, financial, health care, industrial, information technology, materials, real estate, utilities).	1	EDC Board	Q1 22	
		B	Prepare and distribute Support Sachse Small Business campaign and materials for each business sector.	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.	2	City Staff	Q1 22	
				Prepare marketing materials for top three highest priority business sectors.	3	City Staff	Q2 22	
		C	Host networking events that bring local businesses together to share information and forge business relationships.	Identify business sectors most acutely impacted by the pandemic, incorporate questions into business contacts and determine EDC role, if any.	4	EDC Board/City Staff	Q1 22	
		D	Support local businesses modifications and transitions resulting from the pandemic.	Prepare and host two sector specific mixers to increase awareness of partnering opportunities. Rotate mixer schedules between sectors annually.	5	EDC Board/City Staff	Q2 22	

City of Sachse
Economic Development Corporation
Program Dashboard - Priority Action Items

Priority	Action Items
1	Identify, distinguish, and prioritize businesses by sector (communication, consumer, energy, financial, health care, industrial, information technology, materials, real estate, utilities).
2	Prioritize business sectors for Sachse.
3	Create "Contact Sachse Businesses" program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources.
4	Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts.
5	Complete agreement for two restaurants on 5th Street before end of 2021.
6	Working with City Staff, determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc.
7	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.
8	Gather pertinent data options, including costs, and prepare recommendation.
9	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.
10	Utilize new "anchor tenants" to attract new development and unique venues.
11	Identify best and most appropriate wage/income data sources and integrate into routine reporting.
12	Survey citizens and business regarding their most desired venues for the SH 78 Corridor.
13	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.
14	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.
15	Prepare marketing materials for top three highest priority business sectors.

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	2. Discuss and consider action on the 2021-2022 fiscal year Sachse Economic Development Corporation annual budget.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Jul 15, 2021
Fiscal Impact	Yes
Recommended Action	Motion to adopt the FY2021-2022 budget set forth by the Sachse Economic Development Corporation.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

Staff has prepared the fiscal year 2021-2022 (FY21-22) budget based on the goals and objectives discussed at the April 5, May 5, May 20, and June 17 meetings of the Sachse Economic Development Corporation.

RECOMMENDATION

Approve the FY21-22 budget and make a recommendation to present to City Council at the August 2 meeting and for discussion and adoption at the August 16 City Council meeting.

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	3. Discuss and consider action on the asbestos abatement plan moving forward for the EDC-owned properties in the 5th St. District.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Jul 15, 2021
Fiscal Impact	Yes
Budgeted	No
Budget Source	Economic Development Corporation
Recommended Action	Authorize the City Manager as the Executive Director of SEDC to negotiate and execute an agreement for professional services to perform the necessary asbestos surveys at the EDC-owned properties in the 5th Street District.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

In order to catalyze the development potential of the EDC-owned properties in the 5th Street District, staff is proposing a plan to abate the existing structures on site prior to requesting bids for demolition. The purpose of this item is to present the recommendation from City staff for selecting a vendor to conduct the required asbestos surveys prior to abating and ultimately demolishing the structures.

OVERVIEW

In late 2020 staff began obtaining quotes for demolishing the EDC-owned structures in the 5th Street District. Upon reinitiating this project, it was determined that the structures all required asbestos surveys prior to demolition in order to be compliant with State and Federal regulations. These asbestos surveys will provide information about any necessary asbestos abatement that must take place in the structures prior to their demolition. Staff obtained quotes for this service and will present a recommendation to the EDC for the selection of a vendor.

POLICY CONSIDERATION

The Sachse Economic Development Corporation is a non-profit corporation committed to improving the economic environment of Sachse. As a type B Economic Development Corporation the Sachse EDC may promote and develop new and expanded business enterprises that create or retain primary jobs, and may fund demolition of existing structures.

RECOMMENDATION

Authorize the City Manager as the Executive Director of SEDC to negotiate and execute an agreement for professional services to perform the necessary asbestos surveys at the EDC-owned properties in the 5th Street District.

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	D. Executive Session
Subject	1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.
Access	Public
Type	Closed Session

Public Content

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	D. Executive Session
Subject	2. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate the offer or other financial incentive to a business prospect generally located along the President George Bush Turnpike.
Access	Public
Type	Closed Session

Public Content

Agenda Item Details

Meeting	Jul 15, 2021 - Sachse Economic Development Corporation Meeting
Category	E. Regular Agenda Items
Subject	1. Take action as result of executive session including authorizing the City Manager as the Executive Director of SEDC to negotiate and execute an economic development agreement on behalf of the SEDC with Avalon Sachse I LLC, and any amendments and instruments related thereto.
Access	Public
Type	Action
Preferred Date	Jul 15, 2021
Fiscal Impact	Yes
Budgeted	No
Recommended Action	Motion to....
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content